

## **ARRIVAL PROCEDURES**

Camper arrival begins on Sundays at 2:45pm. We are not able to accommodate early arrivals.

Check-in will begin with our welcoming you in your vehicle. In an effort to keep all cars lined up inside

Asbury Hills, please plan to stagger arrival times as followed by last names:

**Express, Sun-Fri Camp Sessions:** 

T - Z: 2:45pm N - S: 3:00pm G - M: 3:15pm A - F: 3:30pm

Family Camp Arrival time: 7:00pm on Friday of that week

Our check-in process is done in a drive-thru fashion where you stay nice and cool inside your vehicle until you arrive at your camper's cabin. Camper's whose forms, payment, or registration is incomplete in some way will take more time to get through the check-in process. In the case of a delay in arrival or last minute cancellation, please notify Asbury Hills by phone. A telephone call will be made to any camper who has not arrived by 4:00pm on opening day. Campers who drive themselves to camp must store their vehicle keys in the camp office during their stay and gain prior permission from the Summer Camp Director. \*\*All Express session 2 arrivals will be on Wednesday of that week and check-in for everyone will be at 2:45pm.\*\*

## **DEPARTURE PROCEDURES**

Camp concludes with Friday Closing Ceremony. Parents are encouraged to join us in the Creekview Center (formally known as the Rec Shelter). Parents may begin arriving at noon & must have a photo ID that matches the name on the camper's pick-up authorization sheet. Asbury Hills staff will be checking ID's and retrieving camper luggage to load into vehicles. After completing ID check & receiving luggage, parents should drive down & gather on the dining hall front porch. At 12:45pm, our staff will take parents to the Creekview Center for our closing ceremony. The closing ceremony will conclude with camper Check-Out with counselors around 1:05pm. Campers must be picked up by 1:45pm!

We do not have extra staff to attend to campers whose departure is delayed.

There will be an additional charge for late departures.

Shortened stays disrupt not only the experience of the departing camper but the experiences of campers in their group. If your camper cannot attend the entire session for which they are registered, please consider transfer to another session.